

Paying Maricopa County Air Quality Department Fees and Invoices

Two options to view and pay

Maricopa County Air Quality Department September 2021 When a user submits an application, registration, or notification, the portal will automatically direct the user to a payment screen. When a user receives an invoice via email from the Maricopa County Air Quality Department (MCAQD), there are two payment options.

Paying Invoices Received via Email

Payment for all MCAQD invoices can be made by visiting the link provided in the invoice email. No account or login is required for this option. To begin, click the link provided in the invoice email.



AIR QUALITY PERMIT ANNUAL ADMINISTRATIVE FEE INVOICE

RE: Air Quality Permit Annual Fee Invoice for

located at:

5418 NW Grand Ave Glendale, AZ 85301

Annual fee(s) are assessed to recover the average cost of services required to administer permits and conduct inspections pursuant to Maricopa County Air Pollution Control Regulation II, Rule 280. Annual fees are billed for the upcoming 12-month period. If the total payment is not received within 30 calendar days after the invoice due date, MCAQD will assess a delinquency fee pursuant to Maricopa County Air Pollution Control Regulation II, Rule 280 §315.

To make a payment, navigate to dm.maricopa.gov, agree to the disclaimer, select "Pay Invoice" from the upper right corner, and search by your Invoice Number (below). You do not need to create an account or log in to pay an invoice. Ensure you are using Google Chrome as your web browser. Other browsers will receive error messages. Additional instructions for paying fees can be found at Maricopa.gov/1820.

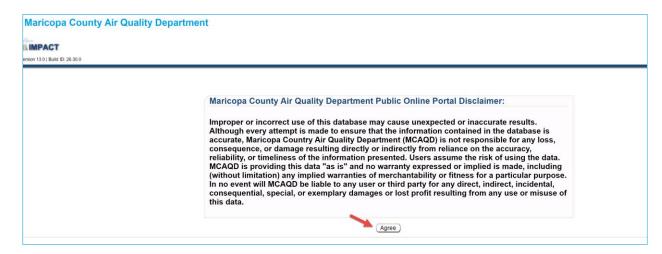
Current Charges

Line Item ID	Date	Fee Type	Description	Amount
38904	09/02/2021	Annual Administrative Fee	Annual Fee	\$360.00

Payments	\$360.00
Balance Due	\$0.00
Due Date	10/02/2021

Invoice Number IV/025112

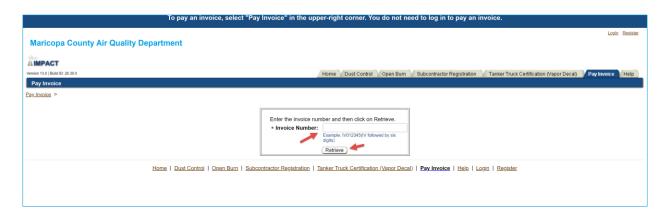
Select Agree to the disclaimer.



Next, select Pay Invoice from the upper right-hand corner.



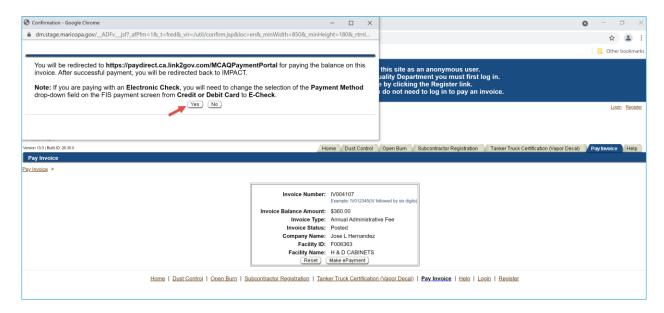
Enter the Invoice Number (the IV must be capitalized) then select Retrieve.



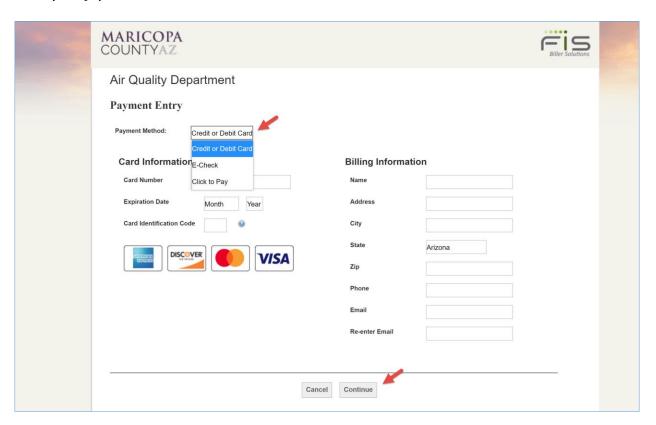
Verify that all the information on the screen is correct and select Make ePayment.



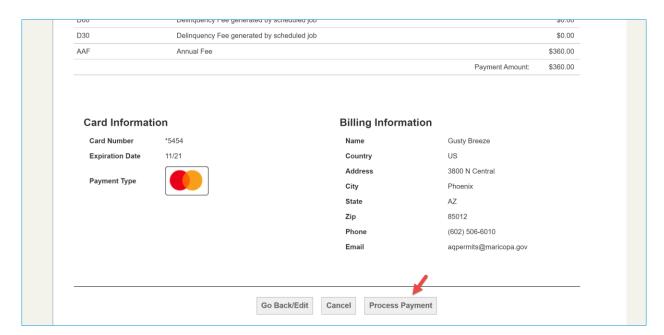
A pop-up will appear, select **Yes** to be redirected to the payment screen. If you do not receive a pop-up, you must disable your pop-up blocker.



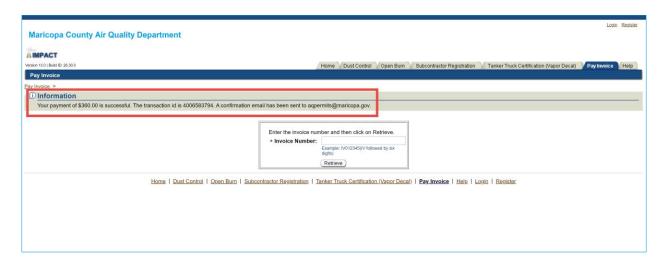
Under Payment Method, you can select from either Credit or Debit Card, E-Check, or Click to Pay. Enter your payment information and select **Continue**.



Verify that all the information is correct and select Process Payment.



If payment was successful, you will receive a notification at the top of your screen. A confirmation email will also be sent to the email entered.

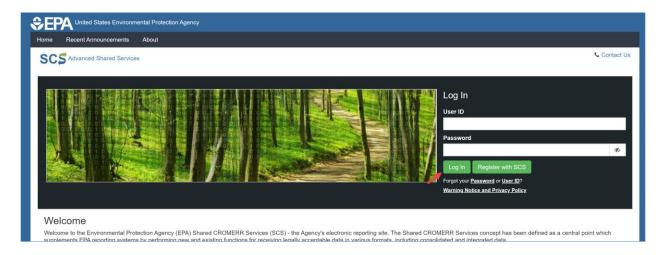


To verify invoice payment, enter your Invoice Number again. The invoice status will show Posted and the ePayment option will not be available.

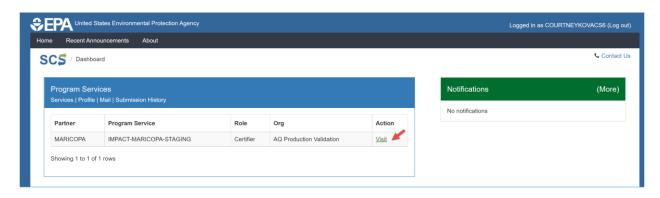


Paying Invoices through the AQD Online Portal

AQD Online Portal users can continue to pay invoices at their convenience by logging in to their Shared CROMERR Services (SCS) Electronic Signature account. Navigate to the <u>SCS website</u> and select **Login**.



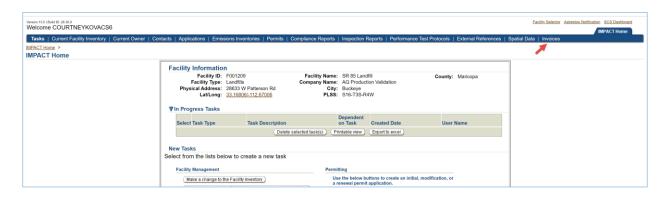
Next, select Visit next to the company/organization you wish to view.



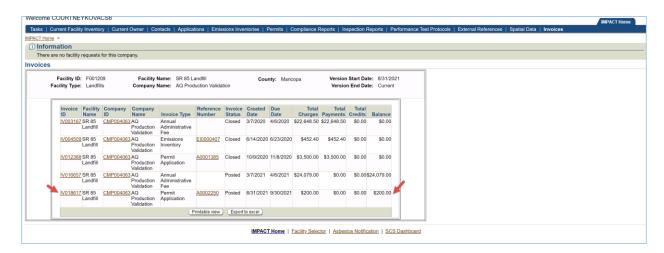
Select the **Facility ID**.



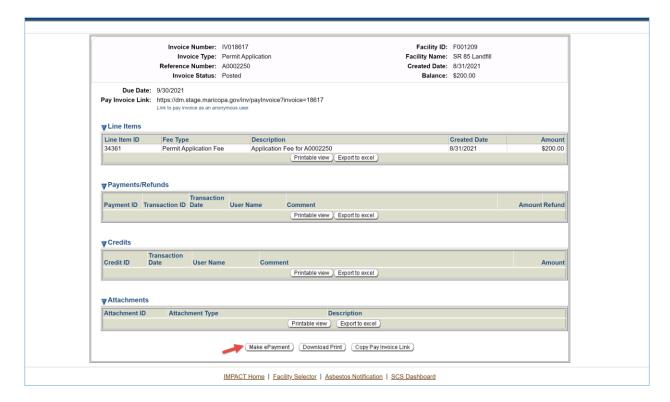
From the IMPACT Home tab, select **Invoices**.

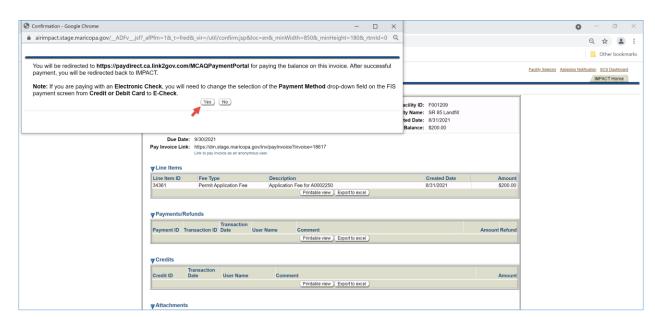


This screen will show your invoice history, either paid or unpaid. Any remaining balance will be shown under the Balance column. To view a specific invoice detail or to pay an invoice, select the **Invoice ID**.



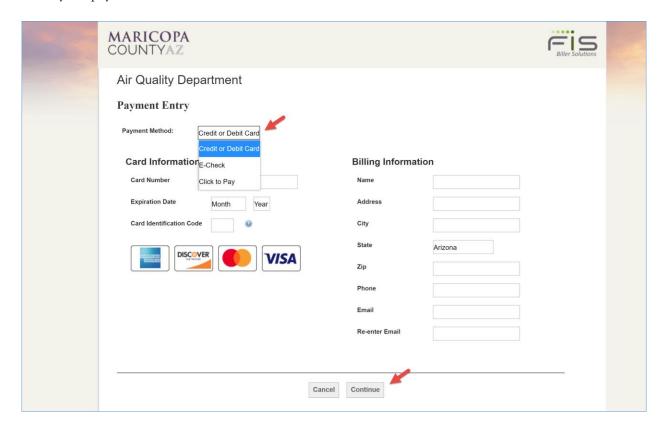
Review the information and select Make ePayment.

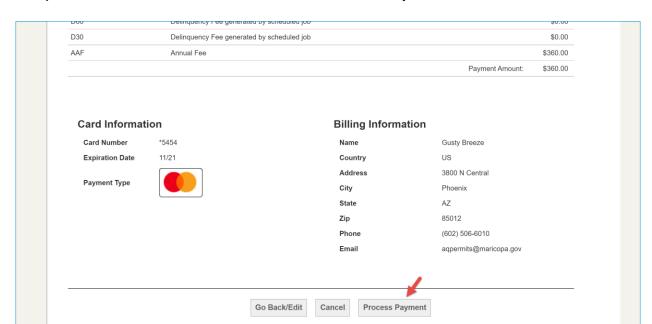




A pop-up will appear, select **Yes** to be redirected to the payment screen.

Under Payment Method, you can select from either Credit or Debit Card, E-Check, or Click to Pay. Enter your payment information and select **Continue**.



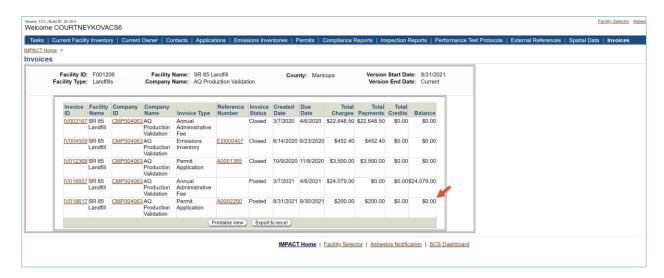


Verify that all the information is correct and select **Process Payment**.

If payment was successful, you will receive a notification at the top of your screen. A confirmation email will also be sent to the email entered.



To verify invoice payment, select the **Invoices** tab, find the Invoice ID, and view the balance. You can also select the Invoice ID for more information.



Please contact the department at 602-506-6010 or AQPermits@maricopa.gov for more information.